

ADMINISTRATIVE - INTERNAL USE ONLY

9 December 1983

Tom Cormack
Executive Secretary

History Staff Bi-Weekly

Promotions for [] have been approved, effective 11 December.

STAT

Ken has completed his report on the status of the transfer of OSS documents to the National Archives for release to the public. He also participated in IMS negotiations with State Department historians aimed at refining their requests of for declassification review of CIA-originated documents in the presidential libraries.

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[] arrangements with [] slipped a week or so, but [] came in yesterday to begin reading [] manuscript.

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[] attended a seminar at the Navy Yard on 8 December. The Head of the Marine Corps' Oral History Program spoke on recent interviews with Marines who participated in the Grenada operation.

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[] has completed a clean-up of our vault area and is now systematizing our files. One goal of these operations is to move material not currently in use to the Records Center.

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[] has been on leave this week. Before she left, she completed work on another group of the boxes of documents she is entering into the Agency's computerized record management system.

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/s/

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History Staff

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